

For Office Use Only	
Interviewed by	Possible position

Jordan Transformer, LLC

For Office Use Only	
Position	Rate

Employment Application (PLEASE PRINT)

To Applicant: We deeply appreciate your interest in our organization and assure you that we are sincerely interested in your qualifications. A clear understanding of your background will aid us in placing you in the position that best meets your qualifications and may assist us in possible future upgrading.

Position(s) applied for _____ Rate of pay expected \$ _____ per _____

Interested Full-Time ___ Part-Time ___ Specify days and hours if part-time _____

Were you previously employed by us? ___ If yes, when? _____

On what date will you be available for work? _____

PERSONAL

Name _____ Social Security No. _____
Last First MI

Present Address _____ Telephone No. _____
No. Street City, State, Zip (Include area code)

Drivers License No. _____ State _____ Class _____

Are you legally eligible for employment in the U.S.A.? _____ Are you of legal age? _____

List below all present and past employment, beginning with your most recent employer.

Company Name:	Describe the work you did	Reason for leaving	Pay rate
Address:			
Telephone:			
Employed From: _____ To: _____			

Company Name:	Describe the work you did	Reason for leaving	Pay rate
Address:			
Telephone:			
Employed From: _____ To: _____			

Company Name:	Describe the work you did	Reason for leaving	Pay rate
Address:			
Telephone:			
Employed From: _____ To: _____			

May we contact the employers above? ___ If not, indicate which one(s) _____

MILITARY SERVICE RECORD

Were you in the U.S. Armed Forces? _____ If yes, what branch? _____

Dates of duty: From _____ to _____ Rank at discharge _____

EDUCATION

Circle last year completed:

Describe any training, education or degree:

Elem./Jr. High	5	6	7	8	_____
High School	9	10	11	12	—
College	1	2	3	4+	—
					—
					—

The Civil Right Act of 1964 prohibits discrimination in employment because of race, color, religion, sex or national origin. Federal laws also prohibit discrimination on the basis of age with respect to certain individuals. The laws of most states also prohibit some or all of the above types of discrimination as well as some additional types such as discrimination based upon ancestry, marital status or physical or mental handicap or disability.

- 1) Have you ever been convicted of a crime, excluding misdemeanors and summary offenses, in the past seven years which has not been annulled or expunged or sealed by a court? _____ If yes, describe in full _____
- 2) Do you know of any reason why you might not be able to come to work on time everyday? _____ If yes, please state reason _____
- 3) Do you speak a foreign language? _____ If yes, which one(s) _____
- 4) Do you belong to any groups or clubs related to this job or field? _____ If yes, please list _____
- 5) Would you be willing to take a company physical if offered the job? _____
- 6) Would you be willing to take a drug test?

PLEASE READ AND SIGN BELOW

The facts set forth in my application for employment are true and complete. I understand that if employed, false statements on this application shall be considered sufficient cause for dismissal. You are hereby authorized to make any investigation of my personal history and financial and credit record through any investigative or credit agencies or bureaus of your choice.

Date _____ Signature of Applicant _____

Please give us a background of your present job skills and personal qualifications that you feel would be of benefit to Jordan Transformer Corporation. We would like this in your own words. Thank you.